

Children of Veterans

Tuition Grant Program



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Program Summary

The Children of Veterans Tuition Grant (CVTG) was established by the state to assist children of certain deceased or disabled members of the armed forces of the United States. The primary criteria for award consideration are that the student is the natural or adopted child of a Michigan veteran and that they are enrolled at least half time at a participating institution. The program assists eligible students who are older than 16 and less than 26 years of age.

Enabling Legislation

Public Act No. 248 of 2005

Funding Source

As appropriated in the Higher Education Appropriations Act.

Administrative Office

Student Scholarships and Grants
Michigan Department of Treasury
P.O. Box 30462
Lansing, Michigan 48909-7962
Toll-free number: 888-447-2687
Fax number: 517-241-5835
E-mail address: osg@michigan.gov
Web site address: www.michigan.gov/ssg

Program Administration

Institutional Eligibility

Degree or certificate-granting public or independent nonprofit colleges in Michigan approved by the Michigan Department of Labor and Economic Growth.

College must participate in Title IV federal aid programs.

Michigan Department of Treasury (Treasury) Responsibilities

Develop forms and procedures for applicants and colleges.

Identify eligible students.

Disburse funds to colleges.

Promulgate rules, establish policies and interpret both.

Collect refunds of grant funds if required.

Provide technical assistance to colleges.

Monitor program expenditures.

Publicize the grant program.

Institutional Responsibilities

Bill SSG for funds on behalf of eligible recipients.

Apply funds to students' accounts.

Complete reports as required.

Return refunds to Treasury promptly during the academic year. Refund checks should be made payable to the "State of Michigan." See the Refund section on page 9 for mailing instructions.

Identify the program on communications to the student.

Institutional Records Retention

All program records including records of student eligibility, award adjustments, refund calculations, and cumulative scholarships made to each awardee at the college must be held in the financial aid office files and made available for audit purposes upon request.

Retain program records in accordance with federal Title IV student aid requirements.

Campus Payments

Billing Process

Participating institutions may bill for reimbursement according to the following:

The maximum a student can receive in an academic year is \$2,800 (August 1-July 31) for full time attendance. Awards are pro-rated as follows: \$2,100 for three-quarter time attendance, and \$1,400 for half time attendance, or the cost of tuition and mandatory fees minus other tuition-specific gift aid, which ever is less.

If the student has full-time tuition costs of \$2,800 or more, the full amount can be applied in a single semester/term or can be split \$1,400/\$1,400. If a balance remains after the first disbursement, the institution can bill for the remaining amount as long as the student is enrolled at least half time. Awards cannot exceed \$2,800 in an academic year.

The lifetime maximum a student can receive is eight (8) semester or twelve (12) term payments, or \$11,200 total funding.

Payment Process

Payments are authorized by SSG and issued from the Michigan Department of Treasury. Participating institutions may bill once per cycle for reimbursement according to the following schedule:

Billing Cycles	Deadline	No Payment After
1 st (Fall)	Nov. 1	Nov. 15
2 nd (Winter)	Feb. 15	Feb. 28
3 rd (Spring)	May 1	May 15
4 th (Summer)	Aug. 1	Aug. 15

Institutions must complete Treasury's Children of Veterans Tuition Grant Program Request for Reimbursement form by the deadline date.

Institutions may submit reimbursement requests only AFTER each semester or term refund period.

Failure to submit timely reconciliation data could delay additional CVTG funds for future periods.

Student Eligibility

Enrollment

To be eligible, a student must be enrolled in undergraduate coursework at least half time at a Michigan community college, public university or non-profit independent, degree-granting college or university.

A student with a baccalaureate degree is not eligible for assistance through this program for graduate study. However, a student with a BS degree may take undergraduate courses that are applicable toward a second bachelors degree.

Final enrollment status eligibility is determined at the end of the school's refund period.

Child of Veteran

The recipient must be the natural or adopted child of a Michigan veteran who meets the program's requirements of being deceased or totally and permanently disabled due to service related causes, or is listed as missing in action. The student will receive a letter of eligibility from Treasury that will serve as documentation to the institution of their program eligibility.

Age Requirement

The recipient must be older than 16 and less than 26 years or age.

Citizenship

U.S. citizenship or permanent U.S. resident status is required. Refugees are not eligible.

Permanent resident status is documented by the recipient's INS I-151 or I-551 card.

Grade Point Average

For renewal, a recipient must maintain a minimum cumulative grade point average of 2.25.

Satisfactory Academic Process

An eligible student must be in compliance with the college's satisfactory academic progress (SAP) standard. The college must use a SAP standard at least consistent with the criteria of academic progress needed to maintain eligibility for the federal student aid programs.

No Felony Conviction

Students with a felony conviction involving an assault, physical injury, or death are not eligible for an award.

Non-incarceration

Incarcerated students are not eligible for award consideration. This includes persons assigned full time or part time to correctional facilities, community correction centers, residential homes, half-way houses, or under home detention. Those on electronic monitors are likewise ineligible.

Residency

Michigan residency for the 12 month prior to the student's application to the program is required.

Basis of residency for a dependent student who does not meet current guidelines for independent status as specified in federal regulations:

Student's residence is that of his/her parent(s) or legal guardian.

Parent(s) or legal guardian must have resided continuously in Michigan for at least one year (12 months) preceding the first month of the award period.

Parent(s) or legal guardian must not be considered a resident of any other state.

Basis of residency for an independent student who meets current guidelines for independent status as specified in federal regulations:

1. Student must have resided continuously in Michigan for at least one year (12 months) preceding the first month of the award period.
2. Student is not considered a resident of any other state.

Residency Documentation

1. Additional documentation not required:
 - a. Student graduates from a Michigan high school and enters college same year.
 - b. Student, having been determined to be a resident, maintains college enrollment with never more than a 12 month break at the school of attendance or other Michigan college(s) or university(ies).
2. Additional documentation required if student does not meet conditions in item #1 of Residency Documentation section:
 - a. Free Application for Federal Student Aid (FAFSA) is acceptable documentation of residency if the applicable residency related items consistently show Michigan residency (either initially, or after follow-up on the FAFSA).
 - b. If applicable residency items in FAFSA are not consistent as above, one of the following documents is needed to establish residency:
 - Michigan tax return
 - Federal tax return with Michigan address
 - Social Services Annual Income Statement
 - Military/ministry personnel certificate or letter denoting Michigan residency

If FAFSA items “fail” and student cannot provide documentation as notated immediately above, professional judgment is in order. Through dialogue/counseling with the student or parent(s), the Financial Aid Officer (FAO) may reference records that support residency including:

- Voter registration
- Michigan auto registration
- Michigan tax statement (with location same as residency address)
- Michigan driver’s license (Note: cannot be sole document)
- Employment records
- Utility bills
- Rent receipts
- Statements from a third party(ies), such as a community official who has personal knowledge of student’s whereabouts for the period in question. (Note: use of statement(s) is reserved for cases where preceding items are not available)
- Property tax assessment/payment records

Please note the foregoing outline assumes certain “givens,” such as:

- Continuing FAO attention to residency period (12 months prior to the first month of the award period).
- Assuring documentation is properly signed, or certified true copies.
- Assuring documentation pertains to the residency period in question.
- Assuring student is not considered to be a resident in any other state.

Award Computation

Application Information

Application forms can be requested from the Student Scholarships and Grants (SSG), or accessed on the SSG Web site www.michigan.gov/ssg.

Award Limits

No award in combination with other tuition-specific grants or scholarships can exceed the student's total tuition and mandatory fee costs.

Mandatory fees are defined as fees that are charged to all students and that are necessary for enrollment. Course specific fees, lab fees, and charges related to contact hours are not included as tuition and mandatory fee charges.

Award Parameters

\$2,800 for a full time enrolled student or a grant in an amount equal to the recipient's eligible costs minus any other tuition-specific grants or scholarships the recipient receives, whichever is less.

\$2,100 for a three quarter time enrolled student or a grant amount equal to the recipient's eligible costs minus any other tuition-specific grants or scholarships the recipient receives, whichever is less.

\$1,400 for a half time enrolled student or a grant amount equal to the recipient's eligible costs minus any other tuition-specific grants or scholarships the recipient receives, whichever is less.

The grant is renewable based on the availability of funds and continued student eligibility.

No student may receive grant payments for more than four academic years, which is defined as eight (8) semesters or twelve (12) terms.

Disbursement Procedures

Payment should be credited to the student's account unless the student has already satisfied financial obligations to the college; in such cases, all or part of the award may be paid directly to the student.

Within the parameters of the student's enrollment status and other tuition-specific aid, division of the total award amount for the academic year may be divided among terms/semesters at the discretion of the financial aid officer.

Refunds

Final eligibility for payment within an enrolment period depends on the student's status at the end of the refund period.

Refunds to the program account shall be made when the student terminates eligibility between terms of the award period.

Refund payments must include the name of the program, the name of the student(s), and a check payable to the “State of Michigan.” **Please note: Payments are sent to a special box number of P.O. Box 30782.** Payments must be mailed to the Michigan Department of Treasury, Student Scholarship and Grants, P.O. Box 30782, Lansing, MI 48909.

Appeal Process

The college should direct students wanting to appeal an eligibility determination to address their inquiries to the Bureau of State and Authority Finance, Student Scholarships and Grants.